



**CANBERRA REGION**  
JOINT ORGANISATION

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# CRJO EXTRAORDINARY BOARD MEETING

## AGENDA AND BUSINESS PAPERS

Wednesday, 20 November 2019

10:00am – 10:20am

ZOOM Video Conferencing

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**ATTENDEES**

Bega Valley Shire Council	Cr Kristy McBain Ms Leanne Barnes OAM
Eurobodalla Shire Council	Cr Liz Innes Dr Catherine Dale
Goulburn Mulwaree Council	Cr Bob Kirk Mr Warwick Bennett
Hilltops Council	Cr Brian Ingram Dr Edwina Marks
Queanbeyan-Palerang Regional Council	Cr Tim Overall Mr Peter Tegart
Snowy Monaro Regional Council	Cr Peter Beer Mr Peter Bascomb
Snowy Valleys Council	Cr James Hayes OAM Mr Matthew Hyde
Upper Lachlan Shire Council	Cr John Stafford Mr Andrew Croke
Wingecarribee Shire Council	Mr Duncan Gair Ms Ann Prendergast
Yass Valley Council	Cr Rowena Abbey – Chair Mr Chris Berry
Canberra Region Joint Organisation	Ms Gabrielle Cusack Ms Nikolina Marinovic

# 1. Joint Organisation Supplement to Local Government Code of Accounting Practice and Financial Reporting from 1 July 2018 to 30 June 2019

**Reporting Officer:** Cr Rowena Abbey – CRJO Chair

**Attachment:** 1.1. CRJO General Purpose Financial Statements

1.2 Statement by Members of the Board and Management made pursuant to Section 413 (2c) of the Local Government Act 1993 (NSW) (as amended)

1.3. Letter to Mr Tim Hurst Chief Executive Office of Local Government

## RECOMMENDATION

*That the Board*

1. *Accept the General Purpose Financial Statements for the period 9 May 2018 to 30 June 2019, and:*
  - i. *Adopts the 2018-2019 Financial Report for the period ending 30 June 2019, and that the Financial Report presents fairly the Joint Organisation operating result and financial position for the year.*
  - ii. *Accepts that the reports have been prepared in accordance with the Local Government Act 1993, (as amended) and Regulations made thereafter; the Australian Accounting Standards and professional pronouncements; and the Joint Organisation Code of Accounting Practice and Financial Reporting.*
  - iii. *Section 413(2)(c) requires the Financial Report be signed by the Chairperson, Executive Officer, and the Deputy Chairperson and they recognise that the signatories are not aware of anything that would make the Financial Report false or misleading in any way.*
2. *Agree that the General Purpose Financial Statements and Statement by Members of the Board be signed and provided to the NSW Audit Office in order to release the official audit report; and*
3. *That the General Purpose Financial Statements, Statement by Members of the Board and official audit report be supplied to the Office of Local Government by 6 December 2019.*

## REPORT

In accordance with the *Local Government Act 1993* and the *Local Government (General) Regulation 2005* NSW Joint Organisations are required to submit a statement of financial position, a statement of income, statement of changes in equity and cash flow for the period from proclamation (9 May 2018) to June 2019. These documents were prepared for CRJO by Kategic Solutions.

In order to comply with the legislative requirements the CRJO Chair and Deputy Chair, by resolution of the Board are required to sign the “Statement by Members of the Board and Management” document and the Board must refer the General Purpose Financial Statements to audit.

On 31 October 2019 the CRJO applied to the Office of Local Government for an extension to submit these documents. This extension has been approved until the next Board Meeting of 6 December 2019.

# Canberra Region Joint Organisation

## GENERAL PURPOSE FINANCIAL STATEMENTS

For the year 8 May 2018 to 30 June 2019



# Canberra Region Joint Organisation

## General purpose financial statements for the period from 8 May 2018 to 30 June 2019

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Canberra Region Joint Organisation is constituted under the Local Government Act 1993 (NSW) and has its principal place of business at:

Canberra Region Joint Organisation

Suite 1

24 Richmond Avenue

Fairbairn ACT 2612

Through the use of the internet, we have ensured that our reporting is timely, complete and available at minimum cost. All press releases, financial statements and other information are publicly available on our website: <http://www.crjo.nsw.gov.au>.

## Canberra Region Joint Organisation

### Statement by Members of the Board and Management made pursuant to Section 413 (2c) of the *Local Government Act* 1993 (NSW) (as amended)

The attached general purpose financial statements have been prepared in accordance with:

- the *Local Government Act 1993* (NSW) (as amended) and the regulations made thereunder
- the Australian Accounting Standards – Reduced Disclosure Requirements and other pronouncements of the Australian Accounting Standards Board
- the Joint Organisations Supplement to the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these statements:

- present fairly Canberra Region Joint Organisation operating result and financial position for the period
- accord with Canberra Region Joint Organisation accounting and other records.

We are not aware of any matter that would render this report false or misleading in any way.

Signed in accordance with a resolution of the Board of CANBERRA REGION JOINT ORGANISATION made on 21 August 2019.

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Rowena Abbey  
**Chairperson**  
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Kristy McBain  
**Voting Representative Board Member**  
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Gabrielle Cusack  
**Executive Officer**  
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## Canberra Region Joint Organisation

### Income Statement and Other Comprehensive Income for the period 8 May 2018 to 30 June 2019

		Actuals
	Notes	2019 \$
<b>Income from continuing operations</b>		
Member council contributions	2a	356,441.95
User charges and fees	2b	172,477.00
Interest and investment revenue	2c	6,130.88
Grants provided for operating purposes	2d	738,342.00
Grants provided for capital purposes	2d	-
Other income	2f	138,926.07
<b>Total income from continuing operations</b>		<b>1,412,317.90</b>
<b>Expenses from continuing operations</b>		
Employee benefits and on-costs		645,485.94
Borrowing costs		-
Depreciation	7	12,286.47
Administrative expenses	3	1,009,358.12
<b>Total expenses from continuing operations</b>		<b>1,667,130.53</b>
<b>Net operating result for the period</b>		<b>(254,812.63)</b>
Gain on transfer of assets from Queanbeyan Palerang Regional Council	2e	1,368,662.73
Net result for the period		1,113,850.10
<b>Other comprehensive income</b>		
Nil		-
<b>Total other comprehensive income</b>		<b>-</b>
<b>Total comprehensive income</b>		<b>1,113,850.10</b>

\*The above Income Statement and Other Comprehensive Income should be read in conjunction with the accompanying notes.

## Canberra Region Joint Organisation

### Statement of Financial Position as at 30 June 2019

	Notes	2019 \$
<b>ASSETS</b>		
<b>Current assets</b>		
Cash and cash equivalents	4	790,180.58
Investments	5	500,000.00
Receivables	6	54,455.47
Prepayments		-
<b>Total current assets</b>		<b><u>1,344,636.05</u></b>
<b>Non-current assets</b>		
Investments	5	-
Property, plant and equipment	7	67,236.95
Other		-
<b>Total non-current assets</b>		<b><u>67,236.95</u></b>
<b>Total assets</b>		<b><u>1,411,873.00</u></b>
<b>LIABILITIES</b>		
<b>Current liabilities</b>		
Payables	8	246,118.33
Income received in advance		-
Borrowings	8	-
Provisions	9	51,904.59
<b>Total current liabilities</b>		<b><u>298,022.92</u></b>
<b>Non-current liabilities</b>		
Provisions	9	-
<b>Total non-current liabilities</b>		<b><u>-</u></b>
<b>Total liabilities</b>		<b><u>298,022.92</u></b>
<b>Net assets</b>		<b><u>1,113,850.08</u></b>
<b>EQUITY</b>		
Accumulated surplus		1,113,850.08
Other reserves (specify)	10	-
<b>Total equity</b>		<b><u>1,113,850.10</u></b>

\*The above Statement of Financial Position should be read in conjunction with the accompanying notes.

## Canberra Region Joint Organisation

### Statement of Changes in Equity For the period from 8 May 2018 to 30 June 2019

	2019 \$		
	Accumulated surplus	2019 \$ Other reserves	Total equity
Opening balance	-	-	-
Net operating result for the period	1,113,850.10	-	1,113,850.1
Other comprehensive income	-	-	-
Total comprehensive income			
Closing balance	<b>1,113,850.10</b>	-	<b>1,113,850.10</b>

\*The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

## Canberra Region Joint Organisation

### Statement of Cash Flows for the period from 8 May 2018 to 30 June 2019

	Notes	Actuals \$
<b>Cash flows from operating activities</b>		
<i>Receipts:</i>		
Contributions from member councils		356,024.25
User charges and fees		148,538.80
Investment revenue and interest		6,130.88
Grants		738,342.00
Other		128,391.93
<i>Payments:</i>		
Employees and suppliers		(513,087.12)
Borrowing costs		-
Other		(865,457.89)
<b>Net cash provided from (or used) in operating activities</b>		<u><b>(1,117.15)</b></u>
<b>Cash flows from investing activities</b>		
<i>Receipts:</i>		
Sale of property, plant and equipment		-
Other		-
<i>Payments:</i>		
Purchase of investments (term deposits)		-
Purchase of property, plant and equipment		(79,523.42)
Other		-
<b>Net cash provided from (or used in) investing activities</b>		<u><b>(79,523.42)</b></u>
<b>Cash flows from financing activities</b>		
<i>Receipts:</i>		
Proceeds from investments		-
Other		-
<i>Payments:</i>		
Repayment of investments		-
Other		-
<b>Net cash provided from (or used in) financing activities</b>		<u><b>-</b></u>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<u><b>(80,640.57)</b></u>
Cash transferred from former entities		1,368,662.73
<b>Cash and cash equivalents at beginning of reporting period</b>		<u><b>1,368,662.73</b></u>
<b>Cash and cash equivalents at end of reporting period</b>		<u><b>1,288,022.16</b></u>

\*The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

# Canberra Region Joint Organisation

## Notes to the Financial Statements for the period from 8 May 2018 to 30 June 2019

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## Note 1 Basis of preparation

CANBERRA REGION JOINT ORGANISATION was established on May 9, 2018 and the financial statements include the results of the JO from establishment until 30 June 2019 and the financial position at 30 June 2019.

The CRJO only commenced trading from July 1, 2018 hence there are no financial transactions between the proclamation date and June 30, 2018.

Future reporting periods will be from 1 July to 30 June of the relevant year.

These financial statements were authorised for issue by the Board of the Joint Organisation on 21/08/2019. The Board has the power to amend and reissue these financial statements.

AASB101(119)  
AASB101(112)(a),(b) The principal accounting policies adopted in the preparation of these financial statements are set out below.

AASB1054(7)-(9) These general purpose financial statements have been prepared in accordance with Australian Accounting Standards – Reduced Disclosure Requirements, the *Local Government Act 1993* (NSW) and Regulations, and the Joint Organisation Code of Accounting Practice and Financial Reporting. CANBERRA REGION JOINT ORGANISATION is a not-for-profit entity. The financial statements are presented in Australian dollars and are rounded to the nearest dollar.

*(a) New and amended standards adopted by JO*

AASB108(28) The CRJO adopted the AASB9 Accounting Standard changes in the current year. After assessment it was determined that any impact was not material to the Financial Statements.

*(b) Historical cost convention*

AASB101(117)(a) These financial statements have been prepared under the historical cost convention.

*(c) Significant accounting estimates and judgements*

AASB101(122),(125) The preparation of financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the JO's accounting policies. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on the JO and that are believed to be reasonable under the circumstances.

Guidance notes  
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*Critical accounting estimates and assumptions*

CANBERRA REGION JOINT ORGANISATION makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year include:

(i) employee benefit provisions – refer Note 9.

### Goods and Services Tax (GST)

Interpretation  
1031(6),(7) Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the taxation authority. In this case it is recognised as part of the cost of acquisition of the asset or as part of the expense.

Interpretation  
1031(8),(9) Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the Statement of Financial Position.

Interpretation  
1031(10),(11) Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities that are recoverable from, or payable to, the taxation authority are presented as operating cash flows.

### Changes to Accounting Standards Both Issued and Not Yet Effective

Certain new accounting standards and interpretations have been published that are not mandatory for 30 June 2019 reporting periods (and which have not been early adopted by CRJO).

The JO's assessment of these new standards and interpretations (where they have been deemed as having a material impact on Council's future financial performance, financial position and cash flows) are set out below:

**AASB 16 Leases:** AASB 16 will result (for YE 19/20 and beyond) in almost all operating leases being recognised on the balance sheet by the CRJO (alongside existing finance leases) with the distinction between operating and finance leases removed.

Under the new standard, a financial liability (ie. a lease liability) and an asset (ie. a right to use the leased item) will be recognised for nearly all arrangements where Council commits itself to paying a rental fee for the use of

a specific asset.

The only exceptions are short-term and low-value leases which are exempt from the accounting (but not disclosure) requirements of AASB 16 - Leases.

JO staff have reviewed all of Council leasing arrangements over the last 12 months taking into consideration the new lease accounting rules in AASB 16 (applicable from 1/7/19).

AASB 16 will (on the whole) affect CRJO's accounting for existing operating lease agreements that are in place as at 30/6/19.

Due to the low value nature of the leases held, the CRJO's activities as a lessor are not material and hence the CRJO does not expect any significant impact on the financial statements. However, some additional disclosures will be required from next year.

**AASB 15 Revenue from Contracts with Customers and associated amending standards:** AASB15 introduces a five-step process for revenue recognition, with the core principle of the new standard being for entities to recognise revenue to depict the transfer of goods or services to customers in amounts that reflect the consideration (that is, payment) to which the entity expects to be entitled in exchange for those goods or services.

Accounting policy changes will arise in the timing of revenue recognition, treatment of contracts costs and contracts which contain a financing element.

JO's should assess each revenue stream but particular impact is expected for grant income and rates which are paid before the commencement of the rating period.

The changes in revenue recognition requirements in AASB15 may cause changes to the timing and amount of revenue recorded in the financial statements as well as additional disclosures.

**AASB 1058 Income of NFP Entities:** AASB 1058 supersedes all the income recognition requirements relating to JO's, previously in AASB 1004 Contributions.

Under AASB 1058 the future timing of income recognition will depend on whether the transaction gives rise to a liability or other performance obligation (a promise to transfer a good or service) related to an asset (such as cash or another asset) received by an entity.

AASB 1058 also applies when a JO receives volunteer services or enters into other transactions in which the consideration to acquire an asset is significantly less than the fair value of the asset, and where the council objective is principally to enable the asset to further the JO's objectives.

Upon initial recognition of the asset, this standard requires the JO to consider whether any other financial statement elements should be recognised in accordance with the applicable accounting standard, such as:

- (a) contributions by owners
- (b) revenue, or a contract liability arising from a contract with a customer
- (c) a lease liability
- (d) a financial instrument, or
- (e) a provision.

If the transaction is a transfer of a financial asset to enable the JO to acquire or construct a recognisable non-financial asset to be controlled by the JO (i.e. an in-substance acquisition of a non-financial asset), the JO recognises a liability for the excess of the fair value of the transfer over any related amounts recognised. The JO will then recognise income as it satisfies its obligations under the transfer similarly to income recognition in relation to performance obligations under AASB 15.

If the transaction does not enable the JO to acquire or construct a recognisable non-financial asset to be controlled by CRJO, then any excess of the initial carrying amount of the recognised asset over the related amounts is recognised as income.

The CRJO does not anticipate that its current revenue obligations will provide for any restating in future financial statements. The CRJO will continue to assess new Revenue sources to determine the most appropriate reporting treatment.

**AASB 2018-8 Amendments to Australian Accounting Standards; Right-of-Use Assets of Not-for-Profit Entities:** This Standard provides a temporary option for not-for-profit entities to not apply the fair value initial measurement requirements for right-of-use assets arising under leases with significantly below market terms and conditions, principally to enable the entity to further its objectives (for example, concessionary or peppercorn leases).

The Standard requires an entity that elects to apply the option (i.e. measures a class or classes of such right-

of-use assets at cost rather than fair value) to include additional disclosures in the financial statements to ensure users understand the effects on the financial position, financial performance and cash flows of the entity arising from these leases

As per a NSW Office of Local Government recommendation, CRJO has elected to measure right-of-use assets (under a concessionary or peppercorn lease) at cost. The standard requires additional disclosures be provided in relation to below market-value leases measured at cost.

CRJO has not applied any pronouncements before its operative date in the annual reporting period beginning 1 July 2018.

Apart from those standards listed above, there are no other released standards (with future effective dates) that are expected to have a material impact on CRJO.

CRJO has not elected to apply any pronouncements before their operative date in these financial statements.



**Note 2 Income from continuing operations**

	<b>Actuals</b>	
	<b>\$</b>	
<b>(a) Member Council contributions</b>		
Bega Valley Shire Council		30,633.00
East Gippsland Shire Council		9,767.00
Eurobodalla Shire Council		33,717.00
Goulburn Mulwaree Council		27,885.00
Hilltops Council		40,886.00
Queanbeyan Palerang Regional Council		46,788.00
Snowy Monaro Regional Council		21,727.00
Snowy Valley Council		14,757.00
Upper Lachlan Shire Council		13,130.70
Wagga Wagga City Council		39,045.00
Wingecarribee Shire Council		41,549.00
Yass Valley Shire Council		36,557.25
<b>Total member council contributions</b>		<b><u>356,441.95</u></b>
<b>(b) User charges and fees</b>		
Roads & Bridges Register		59,026.00
Water and Waste Water Prospectus		93,335.00
Canberra Region Economic Development Strategy		20,116.00
Other		-
<b>Total user charges and fees</b>		<b><u>172,477.00</u></b>
<b>(c) Interest and investment revenue</b>		
Interest on financial assets measured at amortised cost		6,130.88
<b>Total interest and investment revenue (losses)</b>		<b><u>6,130.88</u></b>
<b>(d) Grants</b>		
	<b><u>Operating</u></b>	<b><u>Capital</u></b>
	<b>\$</b>	<b>\$</b>
EPA - Regional Co-Ordination Package	148,510.00	-
EPA - Love Food Hate Waste	20,000.00	-
EPA - Waste Action Recycling	44,832.00	-
EPA - Community and Behavioural Change	20,000.00	-
EPA - Household Chemical Cleanup	150,000.00	-
OEH – Regional BioDiversity Officer	75,000	-
EPA - Regional Capacity Building Program	280,000.00	-
<b>Total grants</b>	<b><u>738,342.00</u></b>	<b><u>-</u></b>
<b>Comprising:</b>		
- Commonwealth funding	-	
- State funding	738,342.00	
- Other funding	-	
	<b><u>738,342.00</u></b>	

**Note 2 Income from continuing operations (continued)**

AASB 1004

**(e) Gain on transfer of assets from former entity**

On July 1, 2019, the following assets and liabilities were transferred from QPRC to the CRJO at their previous carrying amounts shown below.

	Assets and liabilities acquired \$
<b>ASSETS</b>	
<b>Current assets</b>	
Cash and cash equivalents	1,368,662.73
Investments	-
Receivables	-
Other	-
<b>Total current assets</b>	<b><u>1,368,662.73</u></b>
<b>Non-current assets</b>	
Property, plant and equipment	-
<b>Total non-current assets</b>	<b><u>-</u></b>
<b>Total assets</b>	<b><u>-</u></b>
<b>LIABILITIES</b>	
<b>Current liabilities</b>	
Payables	-
Borrowings	-
Provisions	-
Income received in advance	-
<b>Total current liabilities</b>	<b><u>-</u></b>
<b>Non-current liabilities</b>	
Provisions	-
<b>Total non-current liabilities</b>	<b><u>-</u></b>
<b>Total liabilities</b>	<b><u>-</u></b>
<b>Net assets transferred / gain on transfer</b>	<b><u>1,368,662.73</u></b>
<b>(f) Other income</b>	
Procurement rebates	99,099.38
Motor Vehicle Private Use Charge	15,697.60
Zoom License	6,774.84
Code of Conduct Panel	3,759.30
EPA Reimbursement of Conference	11,911.91
Other	1,683.04
<b>Total other revenue</b>	<b><u>138,926.07</u></b>

**Accounting policy for income**

JO recognises revenue when: the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the JO, and specific criteria have been met for each of the JO's income streams as described below. The JO bases its estimates on historical results, taking into consideration the type of customer, the type of transaction and the specifics of each arrangement.

**Contributions by member councils** are accounted for when the amount to be paid for the period has been determined and communicated to councils. The contribution may be in the form of a cash payment or non-monetary contribution (which is recorded at its fair value).

The methodology for determining the contribution is:

- equal contributions by all member councils in order to perform the principal functions of delivering on strategic regional priorities, regional leadership and intergovernmental cooperation
- contributions by participating member councils for other functions of enhancing strategic capacity and direct service delivery.

**User charges and fees** are recognised as revenue when the service has been provided.

**Interest and investment income** is recognised using the effective interest rate at the date that interest is earned.

**Grant revenue** – Control over grants is normally obtained upon their receipt (or acquittal) and is valued at the fair value of the

granted asset at the date of transfer.

A liability is recognised in respect of grant income that is reciprocal in nature to the extent that the requisite service has not been provided at reporting date.

Gain on transfer of assets relates to the value of net assets received free of charge from [insert entity name] on establishment of the JO.

Other revenue is recorded when the payment is due, the value of the payment is notified, or the payment is received, whichever occurs first.

### Note 3 Expenses

	<b>Actuals</b> \$
<b>Administrative expenses</b>	
Consulting & Accounting	860,814.40
Legal expenses	4,450.00
Advertising	6,990.18
Bank Fees	395.95
Cleaning	835.99
Freight & Courier	10.50
General Expenses	46,101.25
Insurance	12,842.99
Light, Power, Heating	533.98
Motor Vehicle Expenses	16,546.14
Office Expenses	44,148.92
Printing & Stationery	1,922.09
Subscriptions	8,571.82
Telephone & Internet	5,193.91
Operating leases:	
– Buildings	-
– Computers	-
– Motor vehicles	-
– Other	-
Loss on disposal of property, plant and equipment	-
<b>Total administrative expenses</b>	<b><u>1,009,358.12</u></b>
<b>Auditors' remuneration</b>	
Auditors of the JO – NSW Auditor-General:	
(i) Audit and other assurance services	
Audit of financial statements	-
Other assurance services	-
<b>Total fees paid or payable to the Auditor-General</b>	<b><u>-</u></b>
(ii) Other assurance – services provided to the JO	-
<b>Total fees paid or payable to other assurance providers</b>	<b><u>-</u></b>

#### Accounting policy for expenses

**Employee benefit expenses** are recorded when the service has been provided by the employee.

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

**Borrowing costs** are expensed as incurred.

**Depreciation** is calculated using the straight-line method to allocate the cost of the asset, net of residual values, over the asset's estimated useful lives.

**Impairment** – Property, plant and equipment assets are tested for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

Impairment of financial assets measured at amortised cost is recognised on an expected credit loss (ECL) basis.

**Operating lease expense** – Leases in which a significant portion of the risks and rewards of ownership are not transferred to JO as lessee are classified as operating leases. Payments made under operating leases (net of any incentives received from the lessor) are charged to the Statement of Profit or Loss and Other Comprehensive Income on a straight-line basis over the period of the lease.

**Other expenses** are recorded on an accruals basis as the JO receives the goods or services.

**Note 4      Cash and cash equivalents**

	<b>2019</b> <b>\$</b>
Cash at bank and on hand	790,180.58
Deposits at call	500,000.00
Credit Facility	(2,158.42)
	<b>1,288,022.16</b>
 <b>Restricted cash and cash equivalents</b>	
External restrictions	459,197.33
Internal restrictions	16,444.51
Unrestricted	812,380.32
	<b>1,288,022.16</b>

**Accounting policy for cash and cash equivalents**

AASB107(6),(8),(46)

For Statement of Cash Flow presentation purposes, cash and cash equivalents include: cash on hand; deposits held at call with financial institutions; other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value; and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities on the Statement of Financial Position.

**Note 5      Investments**

	<b>2019</b>	
	<b>Current</b>	<b>Non-current</b>
	<b>\$</b>	<b>\$</b>
<b>Debt securities at amortised cost</b>		
Term deposits	500,000.00	-

**Accounting policy for investments**

Term deposits are initially recognised at fair value and then subsequently classified and measured at amortised cost. Interest income, impairment and gains or loss on derecognition are recognised in profit or loss.

**Note 6 Receivables**

	<b>2019</b>
	<b>Current</b>
	<b>\$</b>
Receivables from member councils	46,916.79
Grant receivables	-
GST	7,538.68
<b>Total</b>	<b><u>54,455.47</u></b>
Less: provision for impairment:	
– Other (specify if material)	-
	-
<b>Net receivables</b>	<b><u>54,455.47</u></b>

**Accounting policy for receivables**

Receivables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less provision for impairment. Receivables are generally due for settlement within 30 days.

Impairment of financial assets measured at amortised cost is recognised on an expected credit loss (ECL) basis.

The JO applies the simplified approach for receivables in providing for expected credit losses prescribed by AASB 9, which permits the use of the lifetime expected loss provision. To measure the expected credit losses, user charges and fees have been grouped based on shared credit risk characteristics and the days past due.

**Note 7 Property, plant and equipment**

<b>By asset class</b>	<b>At 1 July 2018</b>	<b>Movements during the period</b>	<b>At 30 June 2019</b>
Office equipment	-	-	
Furniture and fittings	-	-	
Vehicles	-	67,236.95	67,236.95
Other asset class	-	-	-
<b>Totals</b>	<b>-</b>	<b><u>67,236.95</u></b>	<b><u>67,236.95</u></b>

**Accounting policy for property, plant and equipment**

Plant and equipment are measured on the cost basis less depreciation and impairment losses.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the JO and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the Income Statement and Other Comprehensive Income during the financial period in which they are incurred.

When property, plant and equipment are acquired by the JO for nil or nominal consideration, the assets are initially recognised at their fair value at acquisition date.

Depreciation is calculated using the straight-line method to allocate their cost, net of their residual values, over their estimated useful lives as follows:

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date.

**Note 8 Payables and borrowings**

	<b>2019 Current \$</b>
<b>Payables</b>	
Trade payables	157,222.71
Superannuation Payable	18,397.19
PAYG Tax Payable	70,498.43
<b>Total payables</b>	<b><u>246,118.33</u></b>
<b>Borrowings</b>	
Bank overdraft	-
<b>Total borrowings</b>	<b><u>-</u></b>
<b>Financing arrangements</b>	
	<b>2019 \$</b>
<b>Total facilities</b>	
The amount of total financing facilities available to the JO at the reporting date is:	
- Bank overdraft facility	-
- Corporate credit cards	20,000.00
	<b><u>20,000.00</u></b>
<b>Drawn facilities</b>	
The amount of financing facilities drawn down at the reporting date is:	
- Bank overdraft facility	-
- Corporate credit cards	2,158.42
	<b><u>2,158.42</u></b>
<b>Undrawn facilities</b>	
The amount of undrawn financing facilities available to the JO at the reporting date is:	
- Bank overdraft facility	-
- Corporate credit cards	17,841.58
	<b><u>17,841.58</u></b>

**Accounting policy for payables and borrowings**

AASB 7(21)

The JO measures all financial liabilities initially at fair value less transaction costs; subsequent financial liabilities are measured at amortised cost using the effective interest rate method.

The financial liabilities of the JO comprise trade and other payables and bank overdraft.

Trade payables represent liabilities for goods and services provided to the JO prior to the end of financial period that are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

**Note 9 Provisions**

	2019	
	Current	Non-current
	\$	\$
<b>Employee benefit provisions</b>		
Annual leave	29,397.39	
Long-service leave	22,507.20	
<b>Other provisions</b>		
Other	-	
<b>Total provisions</b>	<b>51,904.59</b>	
<b>Current provisions not expected to be settled within the next 12 months</b>	-	-

**(a) Description of and movements in provisions**

The movement in each class of provision (excluding those relating to employee benefits) is presented in the table below.

	Other provision (1) \$	Other provision (2) \$	Total \$
At beginning of period	-	-	-
Changes to provision:			
Amounts used	-	-	-
Unwinding of discount	-	-	-
Unused amounts reversed	-	-	-
Other (specify) _____	-	-	-
<b>Total</b>	-	-	-

**Accounting policy for provisions**

Provisions are recognised when: the JO has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation, and the amount has been reliably estimated.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the reporting date. The discount rate used to determine the present value reflects current market assessments of the time value of money and the risks specific to the liability. The increase in the provision due to the passage of time is recognised as interest expense.

**Employee benefits**

*Short-term obligations*

Liabilities for wages and salaries (including non-monetary benefits and annual leave expected to be wholly settled within 12 months after the end of the period in which the employees render the related service) are recognised in respect of employees' services up to the end of the reporting period, and are measured at the amounts expected to be paid when the liabilities are settled. The liability for annual leave and accumulating sick leave is recognised in the provision for employee benefits. All other short-term employee benefit obligations are presented as payables.

*Other long-term employee benefit obligations*

The liability for long-service leave and annual leave that is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service is recognised in the provision for employee benefits, and measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.



*Note 9 Provisions (continued)*

*On-costs*

The employee benefit provisions include the aggregate on-cost liabilities that will arise when payment of current employee benefits is made in future periods.

These amounts include superannuation, payroll tax and workers compensation expenses that will be payable upon the future payment of certain leave liabilities which employees are entitled to at the reporting period.

The obligations are presented as current liabilities in the Statement of Financial Position if the JO does not have an unconditional right to defer settlement for at least 12 months after the reporting date, regardless of when the actual settlement is expected to occur.

**Note 10 Reserves**

**Nature and purpose of reserves**

(i) *Other reserves (specify)*

[Describe nature and purpose of the reserve] Nil

**Note 11 Commitments**

2019

\$

**(a) Capital commitments (exclusive of GST)**

Nil

**(c) Non-cancellable operating lease commitments**

Commitments under non-cancellable operating leases at the reporting date but not recognised in the financial statements are payable as follows:

– Not later than one year	-
– Later than one year and not later than five years	1,440.00
– Later than five years	-
<b>Total</b>	<b><u>1,440.00</u></b>

The operating leases in place are for Printer Equipment. All operating lease agreements are secured only against the leased asset and are for a term of two years. The leases generally have a CPI increase each year.

**Note 12 Contingencies**

The CRJO does not have any contingent liabilities.

**Note 13 Financial risk management**

**Risk management**

The JO's activities expose it to a variety of financial risks, including credit risk, liquidity risk, and interest rate risk.

Financial risk management is carried out by the finance team under policies approved by the JO Board.

## **Note 14      Related party disclosures**

### **Key management personnel**

Key management personnel (KMP) of the JO are those persons having the authority and responsibility for planning, directing and controlling the activities of the JO, directly or indirectly.

The aggregate amount of KMP compensation included in the Income Statement and Other Comprehensive Income is \$200,000.

There are no other transactions with KMP or their related parties. There are no transactions with other related parties.

## **Note 15      Events occurring after reporting date**

### **Risk management**

In early July 2019, the CEO (D Rowe) resigned and current employee G Cusack was appointed as acting CEO. Upon resignation, a large portion of the CRJO's ELE provision was expensed.

## JO NSW

### Statement by Members of the Board and Management made pursuant to Section 413 (2c) of the *Local Government Act 1993 (NSW)* (as amended)

The attached general purpose financial statements have been prepared in accordance with:

- the *Local Government Act 1993 (NSW)* (as amended) and the regulations made thereunder
- the Australian Accounting Standards – Reduced Disclosure Requirements and other pronouncements of the Australian Accounting Standards Board
- the Joint Organisations Supplement to the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these statements:

- present fairly JO NSW's operating result and financial position for the period
- accord with JO NSW's accounting and other records.

We are not aware of any matter that would render this report false or misleading in any way.

Signed in accordance with a resolution of the Board of JO NSW made on .....

.....  
Chairperson's name  
**Chairperson**

\_\_\_/\_\_\_/\_\_\_

.....  
Voting Representative Board Member's name  
**Voting Representative Board Member**

\_\_\_/\_\_\_/\_\_\_

.....  
Executive Officer's name  
**Executive Officer**

\_\_\_/\_\_\_/\_\_\_



5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541

Our Reference: A678886  
Your Reference:  
Contact: Sarah Gubb  
Phone: 02 4428 4142

Clr Rowena Abbey  
Chair  
Canberra Region Joint Organisation  
PO Box 66  
QUEANBEYAN NSW 2620

Email: [Nikolina.Marinovic@crjo.nsw.gov.au](mailto:Nikolina.Marinovic@crjo.nsw.gov.au)

Dear Clr Abbey

Thank you for your letter of 31 October 2019 seeking an extension for the lodgement of Canberra Region Joint Organisation's 2018-19 Financial Statements.

I have noted the Joint Organisation's issues with the dates of its Board Meetings and signing of the Statement by Board Members.

The *Local Government Act 1993* authorises me to grant an extension of time for the preparation and auditing of annual financial statements that form part of the annual performance statement (section 416(5)).

Having considered the information provided to me, I hereby approve an extension to 6 December 2019 for Canberra Region Joint Organisation to complete its 2018-19 Financial Statements.

The Act does not authorise me to grant a similar extension in regard to a Joint Organisation's annual performance statement, of which the audited financial statements form a part. The Act provides that a joint organisation must prepare an annual report within five months after the end of the financial year (section 428(1)), place a copy of the annual report on the joint organisation's website and provide a copy to the Minister for Local Government (section 428(5)). Canberra Region Joint Organisation will need to consider how it intends to address this issue.

Should you need to discuss this further, please contact the Office of Local Government Performance Team on (02) 4428 4100.

Yours sincerely

**Tim Hurst**  
**Deputy Secretary**  
**Local Government, Planning and Policy**

31/10/19



## 2. CRJO Annual Performance Statements

**Reporting Officer:** Cr Rowena Abbey – CRJO Chair

**Attachments** 2.1 CRJO Annual Performance Statement 2019

### **RECOMMENDATION**

*That the Board approve the draft CRJO Annual Performance Statement and that the approved version be provided to the Office of Local Government before 30 November 2019 to meet legislation.*

### **REPORT**

The CRJO Annual Performance Statement (APS) is a key element of the Integrated Planning and Reporting framework and provides the community with a public report about the progress being made on implementation of the JO's Strategic Regional Priorities and financial performances against the annual and longer-term budgets.

The draft CRJO APS meets the needs and expectations of the Canberra region community and helps to inform future planning.

Submission of the CRJO APS to the Office of Local Government (OLG) is a part of the JO's legislative requirements. Submission of the APS is due to the OLG by 30 November 2019.



**CANBERRA REGION**  
JOINT ORGANISATION

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# CRJO Annual Performance Statement 2018-19 FY

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## Canberra Region Joint Organisation Profile

In 2017, amendments to the *Local Government Act* were passed to enable Joint Organisations to be established. Joint Organisations are new local government entities with legal powers established by proclamation designed to bring regional and rural councils together for better regional outcomes. The Canberra Region Joint Organisation was proclaimed a corporate entity within the NSW Local Government Act on 1 July 2018.

The Canberra Region is a unique and diverse geographic region which stretches from the South-West Slopes, through the Sydney-Canberra Corridor across the Eurobodalla down to the Sapphire Coast and then up to the Snowy Mountains. The Canberra Region Joint Organisation (CRJO) consists of the following 10 member councils, three (3) associate member councils and one (1) affiliate member. The total population of the CRJO region, including the ACT, is 750,000 with a total area of 48,000km<sup>2</sup> and a gross regional product (GRP) of \$9.82 billion.

### Member Councils



### Associate Members



### Affiliate Member





# Role and Purpose

## Our Role

The CRJO provides a forum for councils, State agencies and other stakeholders to work together at a regional level to identify shared priorities; delivering important regional projects and better outcomes for communities.

CRJO's core objectives include:

- Establish strategic regional priorities for the Joint Organisation area and develop strategies and plans for delivering these priorities.
- Provide regional leadership for the Joint Organisation area and to be an advocate for strategic regional priorities.
- Identify and take up opportunities for intergovernmental cooperation on matters relating to the Joint Organisation area.

## Vision & Principles

The Canberra Region Joint Organisation is the regional body advocating for strong regional partnerships that delivers improved outcomes for our regional communities.

### The CRJO Mission

*"Working together to deliver better outcomes for our communities and the region."*

### The CRJO Vision

*"Our region...dynamic, innovative, connected...compelling!"*



## Strategic Regional Priorities

The CRJO developed a Statement of Strategic Regional Priorities that were endorsed by the Board in February 2019.

This Statement of Strategic Regional Priorities encompassed six vital pillars including Leadership, Economic, Infrastructure, Community, Environment and Cross-Border. These six pillars demonstrated the overarching strategic goals for the region and were supported by several Priority Actions for their actualisation.

Of the 22 Priority Actions the following were delivered:

Leadership	
CRJO is a recognised leader in regional advocacy and the delivery of regional programs.	
Priority Actions	
1. Develop Regional Advocacy Plan	Draft Advocacy Plan has been prepared for consideration by the Board at the December 2019 meeting.
2. Develop a strategy to influence legislation and government policies	This would be included in the Advocacy Plan. The CRJO compiles correspondence on behalf of the Board advocating on various government policies.
3. Develop regional Workforce Strategy	In consultation with the General Managers Advisory Group and the CRJO Human Resources Working Group the Regional Workforce Strategy was put to market for a Request for Proposal in October 2019. The outcomes of this tender will be reviewed at the December 2019 CRJO Board Meeting.
4. Develop Regional Project Management Model	Regional Project Management Office – Sydney CBD. Participating Councils include Queanbeyan-Palerang, Wagga Wagga City Council, Snowy Monaro Regional Council. The CRJO currently has a proposal before government to establish a regional project management office to work with councils who have identified resource gaps to deliver key infrastructure projects.
5. Investigate opportunities for regional collaboration	The CRJO together with several other JO entities are participating in the Southern Lights projects and looking at an opportunity to develop a best practice in aggregated procurement model.
6. Develop creative and futuristic 30 year vision for shaping the region	
Economic	
Our Economy is strong and diverse with extensive business and job opportunities.	
Priority Actions	
7. Develop the Canberra Region Economic Development Strategy	Together with the NSW Government and ACT Government a regional framework has been developed with the purpose of a strategy to be designed and implemented in 2020.
8. Support the development of a regional Agrifood Export Precinct	<p>Since its inception the CRJO has fostered a strong and mutual affiliate member in Canberra Airport. Canberra Airport, along with associated organisations such as PakFresh, Singapore Airlines, QATAR and the NSW Government have worked to deliver:</p> <ul style="list-style-type: none"> <li>• Export Capability Workshops across the Canberra region</li> <li>• Coordination and participation in an export ready workshop April 2019</li> </ul>



	<ul style="list-style-type: none"> <li>• Facilitation and coordination of the Canberra Airport Master plan Workshop which underpins opportunities for regional export via Canberra Airport.</li> <li>• Initial discussions regarding the development of a Future Food Systems Cooperative Research Centre in the Canberra region.</li> </ul>
<b>Infrastructure</b>	
<b>Our region is connected and serviced by infrastructure that meets contemporary. Emerging and future expectations.</b>	
<b>Priority Actions</b>	
9. Develop further infrastructure prospectuses – recreation and cultural	<p>Developed the following prospectuses:</p> <ul style="list-style-type: none"> <li>• Freight and Transport</li> <li>• Road and Bridges</li> <li>• Water &amp; Waste Water</li> <li>• Tourism, Culture and Recreation (underway)</li> </ul>
10. Facilitate funding to eliminate telecommunication black spots	<p>Infrastructure Working Group – to review the Digital Connectivity Survey undertaken by Riverina and Murray Joint Organisation and explore options of rolling out a similar survey in the CRJO. Collaboration with RAMJO to expand the survey into the CRJO area.</p> <p>Presentation and discussion with Wi-Sky, which is a broadband provider building on local networks and providing faster internet for agricultural industry and small business.</p>
11. Facilitate regional communities to embrace smart technology	<p>Led by Queanbeyan-Palerang Regional Council the development of a smart cities model along with Goulburn Mulwaree Council and Wagga Wagga City Council.</p>
12. Refine and update strategic CRJO infrastructure documents	<p>Infrastructure WG has carriage to update and refine the various prospectuses and registers that were prepared in 2018.</p> <p>The GM's have agreed to develop a regional waste strategy in line with the issues in NSW regarding recycling and resource recovery.</p>
<b>Community</b>	
<b>Our community is resilient and feels informed, connected and capable and valued.</b>	
<b>Priority Actions</b>	
13. Advocate for funding to assist Councils manage Crown Land and Native Title Issues	<p>The regional planners group has carriage of this and a meeting will be held with the com for crown lands &amp; _____ to discuss QONS regarding Crown Land Management and ongoing obligations of Councils.</p>
14. Provide direct support to assist Councils manage Crown Land and Native Title issues	<p>As above.</p>
15. Develop Regional Social Infrastructure prospectus	<p>Community Wellbeing and IP&amp;R working group to assist in roll out of region wide wellbeing survey.</p> <p>This aligns with the proposed social, cultural and recreation prospectus.</p>

Environment	
Our environment is valued and enhanced for future generations.	
Priority Actions	
16. Facilitate an increase in the capacity of councils to deal with biodiversity	Employment of CRJO Biodiversity Officer to provide knowledge, processes and training to councils for biodiversity offsets. Review of program with Councils to identify skill and knowledge shortfalls. Remainder of funding to be used in upskilling existing council staff to deal with Bio offsets independently. Inclusion of Biodiversity and Conservation, Department of Planning Industry and Environment in working group meetings.
17. Advocate for funding support to assist Councils with contaminated land management	Funding from Environment Protection Authority (EPA) for two contaminated land officers to assist the 10 member councils to increase capacity was awarded in December 2018. These two positions will be co-funded for the next three years.
18. Develop Regional Waste Action Plan	Developed in 2018 and underwent review by the CRJO Waste Working Group October 2019.
19. Develop Regional Energy Action Plan	To be discussed in 2020.
20. Develop Regional Climate Adaptation Plan	Funding from Department of Justice to undertake a two year pilot program working with Councils increase preparedness and streamline procedures and policies for emergencies. The Emergency Preparedness Officer will be based in the NSW Government office for one year with the second year coming in under the CRJO.
Cross-Border	
Our region operates seamlessly across all boundaries.	
Priority Actions	
21. Cross-border impacts and opportunities are considered in the delivery of all strategic regional priorities	The CRJO signed an MoU with the ACT Government in September 2018. The MoU outlines six key themes for Cross Border collaboration and regional engagement. 1. Infrastructure 2. Freight & Logistics 3. Economic Development 4. waste management & Resource Recovery 5. Sports, Culture & Wellbeing 6. Procurement & Shared Services The CRJO has also participated in discussions regarding the draft MoU between the NSW Government and ACT particularly around infrastructure.
22. Advocate for positive cross-border connectivity	The CRJO actively engages with the ACT and East Gippsland Shire Council as they strongly advocate a borderless approach to collaboration and shared ideas. There has been a significant shift in the conversation in the past few years with greater engagement and collaboration across a number of shared issues and opportunities.

In summary, the CRJO Councils, associate and affiliate members have worked in collaboration, engaging with Government (both NSW and ACT) agencies, organisations, State and Federal Ministers to bolster the JO's capability and deliver on its key strategic priorities.

The JO was awarded five grant funded positions:

- Waste and Resource Recovery Coordinator (commenced 2018)
- Biodiversity Officer (commenced 2018)
- Contaminated Land Officer – Eastern Cluster (commenced 2019)
- Contaminated Land Officer – Western Cluster (commenced 2019)
- Emergency Preparedness Officer (to commence 2020)

The funding of these positions has increased council capacity to manage environmental issues and provided greater visibility on legislative requirements and local government obligations to such things as recycling and re-use, biodiversity reform and contaminated land management.

## Review of Strategic Regional Priorities

In August 2019 the General Managers Advisory Group revised the Strategic Priorities to facilitate a clearer, streamlined approach to deliver on the key projects, services and capabilities across the Canberra Region.

The strategies have been grouped into four pillars including Focus, Operations, Strategy and Capability. The below image depicts the reviewed strategies, which will be re-styled in line with the format of the original strategies.

2019/20 ACTIONS - CRJO STRATEGIC REGIONAL PRIORITIES (UPDATED)			
FOCUS	OPERATIONS	STRATEGY	CAPABILITY
		FY20	
Strategy Regional Scale LGA Chapter Sub-region	Meeting format Structure Terms of Reference/ Brief	Participate Regional Sports Snowy Futures  CREDS RPMO RWFS Advocacy Plan Alerts Submissions Briefs  Wellbeing and Satisfaction Surveys	Crown Lands
		FY21	
Regional Planning	Audit (financial and establishment)	Water strategy Waste strategy Prospectuses Cultural Recreation Tourism	Native Title
		FY22	
Inter-government collaboration	Business Plan (priorities)	Energy strategy Connectivity strategy Biodiversity strategy Biosecurity strategy Smart city plan	Biodiversity
		FY23	
Advocacy (influence)	Structure (inc. EO recruitment)	Election Implementation review	Disaster preparedness
Resource Share / Procurement		Regional Workforce Strategy	JO Strategy CSP/DP (LGA Chapter) Staff workplans
Charter Regional focus Full, Frank and Fearless	Financial Statement, budget Revenue policy		Joint procurement Southern Lights Smarts
	Improvement Plan	Wellbeing and Satisfaction Surveys	

## General Purpose Financial Statements & Audit Reports

The 2018-19 audited General Purpose Financial Statements are included on the following pages.

The audit reports are to be included as an addendum at the CRJO Board meeting of 6 December 2019 as the CRJO Annual Performance Statement 2018-19 was prepared prior to the resolution of the audit reports by the CRJO Board.

GENERAL FINANCIAL STATEMENTS TO BE ADDED POST-DRAFT

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## Payment of Expenses Provision of Facilities and Allowances to Board Members

The [Payment of Expenses Provision of Facilities and Allowances to Board Members Policy](#) was ratified at the CRJO Board meeting of 15 February 2019. Costs and expenses related to CRJO Board members for the 2018-19 year are outlined below:

<b>Provision of dedicated office equipment allocated to Board Members.</b>	Nil. Refer clause 5.4 of policy.
<b>Telephone calls made by Board Members.</b>	Nil Refer clause 5.4 of policy.
<b>Attendance of Board Members at conferences and seminars.</b>	CRJO representation on the NSW Regional JO Network Meetings 2018-19. Total: \$1,600.00
<b>Interstate visits, including transport, accommodation and other out-of-pocket travelling expenses.</b>	Not applicable. No interstate travel undertaken.
<b>Overseas visits, including transport, accommodation and other out-of-pocket travelling expenses.</b>	Not applicable. No international travel undertaken.
<b>Expenses of any spouse, partner or other person who accompanies Board Members in the performance of his or her civic functions.</b>	Not applicable. CRJO does not meet the cost of Board Members' spouses, partners and accompanying persons. Refer clause 5.3 of policy.
<b>Expenses involved in the provision of care for a child of, or an immediate family member of a Board Member.</b>	Not applicable. Refer clause 5.7.2 in policy.
<b>Board Member sitting fees.</b>	Total: \$19,000.00
<b>Board meeting expenses.</b>	Total: \$18,000.00



## Details of Contracts Awarded by CRJO

The CRJO contracted the services of The Infrastructure Collaborative to develop three infrastructure prospectuses. The CRJO covered the initial \$135,000 fee for services. A portion of this amount was a cost recovery from Councils. Additionally, the CRJO contracted Zoom video conferencing facilities (TV, trolley, hardware and software) for each council to the total cost of \$140,000.00 with a portion of cost recovery for Councils.

Other minor contracts of \$50,000 or less included;

- Rowdy Digital (rebranding of CRJO)
- Kategic financial management services
- Canberra Region Economic Development Strategy
- Regional Project Management Office Business case
- Strategic planning workshop
- Regional Waste Action Plan

## Legal Costs

The CRJO incurred no legal costs in relation to legal proceedings taken either by or against the CRJO.

## Delegated Functions

The CRJO did not engage any external body to exercise functions delegated by the CRJO.

## Interest

The CRJO does not control or hold interest in any corporations, partnerships, trusts, joint ventures, syndicates or other bodies and did not participate with any of the abovementioned entities (whether or not incorporated) during the year.

## Equal Employment Opportunity (EEO)

In 2018-19 the CRJO employed four full-time staff. It is expected that the workforce will increase as the CRJO secures additional grant funding. An EEO policy is currently in development.

## Remuneration Package of Executive Officer

The total remuneration package for the CRJO Chief Executive Officer in 2018-19 was \$200,000 including salary, superannuation. No bonus, performance or other payments that do not form part of the salary component were included.

The CRJO had no other senior staff members during this period.

## Capital Works Projects

The CRJO did not undertake any capital works projects.



## Government Information Public Access (GIPA)

The CRJO received no requests for public access to government information.

## Information included on public disclosure activity

The CRJO has a Public Disclosure Policy and register, however did not receive any public requests for access.

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